

# Cub Scout Pack 507 Parent Handbook 2018-19



**Chartered by:**  
Crawford Memorial United Methodist Church  
34 Dix Street  
Winchester, MA 01890

[www.cubscout507.org](http://www.cubscout507.org)



## I'm New to Scouting – What Do I Need to Know and Do?

Getting started in Cub Scouting can be a confusing experience, particularly for parents who have not previously participated in Scouting. You may have questions such as:

- How does my son or daughter join?
- What kind of activities are there?
- How much does it cost?
- What are the parents expected to do?
- Where do I get the uniform, and which patches go on it?

These and other questions are expected from parents new to Cub Scouts. This Parent Handbook has been written to provide many answers and additional information.

### A “Quick Start” Guide for Families of First Graders

Your first introduction to Cub Scouting may be at Pack 507's September Ice Cream Social Registration Event, a fun but somewhat chaotic event. The pack meetings for the rest of the scouting year are still fun, but more orderly. If you just need a “cheat sheet” for how to get started, here are the key steps. Many of these steps are elaborated upon later in this document:

1. At the ice cream social registration event, families of first grade boys and girls will meet as a group with a leader from Pack 507. This occurs in a separate meeting room from the main ice cream social event in the church. The Pack 507 leader provides a brief orientation to the parents and prospective Cub Scouts. Parents of boys or girls who are in the second or later grades do not meet as a group and are directed to an appropriate den leader for placement.
2. First graders will be organized into “dens” of 5-9 Cub Scouts. First graders are called “Tigers.” It is up to the parents to decide how to organize into dens. If it is not possible to form dens at this first meeting, it will be done later at additional parent meetings in September. **Dens should be formed by the end of September latest.**
3. Each den will need two adults to be co-den leaders (typically parents of Cub Scouts in the den). Dens with girls will also need at least one female adult leader. Parent den leaders are responsible for organizing the activities of the den with significant assistance from other parents in the same den. Den leaders should be chosen at the time the den is formed or as soon after as possible. **All den parents will be expected to help lead at least one den meeting or activity each scouting year, but will be given plenty of guidance on how to do so.**
4. Cub Scouts must wear a uniform with certain patches. These can be purchased from the Scout Shop in Woburn or at the September Ice Cream Social Event in Winchester, and should be purchased before or shortly after the first den meeting if possible. **Some scout uniform components may also be obtained from free swap table at the September Ice Cream Social Event.** Adult den leaders are also encouraged to purchase a tan scout leader uniform shirt.
5. Detailed instructions about what to do in the Tiger den are contained in the official *Tiger Den Leaders Guide*, the *Tiger Scout Handbook* and also online at [www.scouting.org](http://www.scouting.org). Cub Scout Handbooks can be purchased at the Woburn Scout shop or at the September Ice Cream Social Event in Winchester. *Tiger Den Leaders Guides* can be obtained from the Cubmaster. If new leader's guides are needed, their cost is reimbursed by the Pack Treasurer.

6. The Boy Scouts of America require a parent or adult family member to attend all Cub Scout events and activities with first grade Tiger Cub Scouts (due to their young age). This is not a requirement for second grade Cub Scouts and above, with adult attendance for older scouts determined by the Cub Scout leader in charge of the event or activity.
7. If you have questions about Cub Scouts in Winchester, contact the Cubmaster (Mary Spencer) at [maryspencer99@gmail.com](mailto:maryspencer99@gmail.com) or 781-799-7008.

## Cub Scouts Goals and Methodology

Cub Scouts is a fun and educational experience for elementary school age children in grades 1 – 5 and is focused on:

- Character and spiritual development
- Participatory citizenship (i.e., volunteering)
- Personal fitness
- Outdoor skills and awareness
- Leadership and life skills

To help develop the values above, the Cub Scouting Program uses 7 methods:

1. **Living the Ideals** - Cub Scouting's values are embedded in the Scout Oath, Law, Motto, Sign, Handshake and Salute. These six practices help establish and reinforce the scouting values in boys and girls, and the leaders who guide them.
2. **Belonging to a Den** - A group of five to nine scouts who are in the same grade is the place where Cub Scouts starts. In the den, scouts develop new skills and interests, they practice sportsmanship and good citizenship, and they learn to "do their best", not just for themselves but for the den as well.
3. **Using Advancement** - Recognition is important to scouts. The advancement plan provides fun for scouts, gives them a sense of personal achievement as they earn badges, and strengthens family understanding as adult family members and den leaders work together with the scouts on advancement projects.
4. **Involving Family and Home** - Whether a Cub Scout lives with two parents or one, a foster family, or other relatives, their family is a significant part of Cub Scouts. Parents and other adult family members provide leadership and support for Cub Scouting by discussing and practicing Cub Scout goals at home to reinforce what is learned during pack and den activities. Parents (fathers and mothers) also assist den and pack leaders with Cub Scout activities and events by helping to plan and participate in the activities. Siblings are also welcome to participate in most Cub Scout pack events and outings as a way to promote the family having fun and learning together.
5. **Participating in Activities** - Cub Scouts participate in a large variety of activities, including games, skits, songs, camping, hiking, campfires, local trips, parades and service projects. Besides being fun, these activities offer opportunities for growth, achievement, and family involvement.
6. **Serving the Local Community** - Cub Scouts helps boys and girls to serve and strengthen connections with their local community, which in turn supports their growth and development.
7. **Wearing the Uniform** - Cub Scout uniforms serve a dual purpose: demonstrating membership in the group (everyone is dressed alike) and individual achievement (scouts wear the badges they've earned).

Wearing the uniform to meetings and activities also encourages a neat appearance, a sense of belonging, and good behavior.

## Age Eligibility and Registration Process

Boys and girls in grades 1 – 5 are eligible to join Cub Scouts in Winchester each Fall at the start of the school year and are assigned to a den based on their school grade. Geography and school districts are considered when forming dens, but are not the only factors since we need to keep dens from becoming too large and also need to keep dens balanced in size in comparison to one another.

Each September, Pack 507 has a kickoff registration event for the upcoming scouting year (typically an ice cream social) as a way to introduce new boys and girls to Cub Scouts and to welcome back returning Cub Scouts. Pack 507 is excited to welcome new scouts each year, but ends the annual enrollment period by the end of November. This is necessary since most dens have already been meeting for a couple months and completed approximately 25% of their achievements at that point, making it difficult for new boys and girls to catch up. This cutoff does not apply to transferring Cub Scouts that have moved to the area in the middle of the scouting year and were already an active Cub Scout in another pack prior to their move. Transferring scouts are welcome to join Pack 507 at any point during the scouting year.

Parents of new scouts need to be prepared to help form and lead a new den if all other current dens at the same age level are already at full capacity. Pack 507 leadership (including the Cubmaster, Assistant Cubmaster and other den leaders) will work closely to assist parents with the formation of new dens.

A parent must complete and sign an online **Boy Scouts of America Youth Application** when a scout first joins Cub Scouts and can be found at [www.cubscout507.org](http://www.cubscout507.org) and submitted electronically from there. This online registration form must be completed at the beginning of a boy's first year in Pack 507, shortly after the start of the new school year in September. This application process does not need to be repeated in subsequent years.

## Parental Participation

Parents participate in most Cub Scout activities together with their sons and daughters. Parents are also expected to volunteer multiple times per year with both the pack and their den to help Pack 507 be a fun and learning experience for scouts. These volunteering opportunities are not a heavy burden since they always involve other parents from the pack and den and also provide an excellent opportunity to get to know other parents. Parental participation opportunities include:

1. Help their child's progress in Cub Scout achievements and electives by working with the den leader and tracking their progress.
2. Volunteering to help plan, host, and lead den meetings and activities.
3. Accompany their child to the monthly pack meetings/activities. Scouting promotes family togetherness and siblings are also welcome to attend pack meetings and activities.
4. Each den will help to plan and organize at least one pack meeting or event and, therefore, scout families are expected to help with these events.
5. Drop off and pick up their child promptly for den meetings if parents are not required to stay. For the 1st grade "Tiger" dens, one parent or guardian is required to join their Cub Scout at all den and pack meetings. While this is not a requirement for 2<sup>nd</sup> grade Wolf scouts and older, the level of parental participation needed will be determined by the den leader leading the meeting or activity.

6. If you have a particular talent, skill or something special you would like to do with the pack, please let us know as we encourage suggestions and new ideas.

## Annual Membership Fee

Pack 507 charges a \$95 annual membership fee for each Cub Scout. The fee is due at beginning of the scouting year in September and can be paid by credit card or checking account through PayPal on our Pack 507 webpage at [www.cubscout507.org](http://www.cubscout507.org). As noted above on page 3, parents of new cub scouts also need to complete an online registration form that is available on this same website as the annual dues payment.

The annual Pack 507 membership fee covers the cost of the following:

- Badges, belt loop achievements, pin achievements, medals and other awards earned by the scout. However, this does not include optional religious emblem awards (see page 7 below).
- Pinewood derby car kit (but not weights for the car)
- Annual Pack 507 Blue and Gold Banquet
- Year End Awards and Party
- Insurance Coverage for the Pack
- Local Council and National BSA Support Dues

The Pack 507 annual membership fee does **not** cover the cost of the following:

- Cub Scout Uniform\*\* (see next section below)
- Cub Scout Handbook\*\*
- Pack Excursions (including Fall and Spring camping trips, battleship visits, indoor rock climbing and swimming).
- Den Outings
- Pack 507 T-Shirt (optional – see next section below)
- Boys Life Magazine Subscription (optional)

\*\*Used scout uniform shirts, hats, neckerchiefs, slides and scout handbooks may be available for free from older scouts at the annual ice cream social in September as discussed in next section below.

Scholarship Assistance: In the event that a family cannot afford the Pack 507 annual membership fee or pack excursion costs, a parent can contact the Cubmaster directly to request scholarship assistance. All scholarship inquiries will be kept confidential between the requesting family, Cubmaster and Pack Treasurer.

Note: Cub Scouts who have not paid their Pack 507 annual membership fee (or received a scholarship) as of the Pinewood Derby Car Registration Event will not be eligible to participate in the Pinewood Derby Race. However, the annual membership fee is due at the beginning of the scouting year in September and is expected to be paid long before the Pinewood Derby Race typically held in January.

## Uniform Requirements

Cub Scouts are expected to wear their uniform to all pack and den meetings and outings, unless otherwise notified ahead of time. Adult den leaders are encouraged to also purchase and wear the tan colored scout uniform shirt to all pack and den meetings and outings. This helps promote good behavior and a sense of belonging amongst the scouts.

Required components of the Cub Scout uniform include:

- **Shirt** - The Official navy blue Cub Scout button down shirt. Webelos and Arrow of Light scouts have the option to instead wear the official Boy Scout tan button down shirt with blue shoulder loops and should coordinate with their den leader(s). The shirt should be worn tucked in at all times.
- **Neckerchief and Slide** - The official scout neckerchief for your rank along with a neckerchief slide. The neckerchief slides tend to easily slide off. To prevent this, press the two metal tabs on the back of the slide into the folded neckerchief fabric after the neckerchief is fed through the slide. The boys may not be required to wear their neckerchief and slide for certain active events and will be notified by the Cubmaster, Assistant Cubmaster or Den Leader when this is the case. The neckerchief and slide for adult leaders is optional.
- **Patches** (for proper uniform placement see uniform inspection sheet at end of handbook):
  - Council shoulder patch
  - Pack 507 red numerals
  - Purple world crest patch
- **Pants** - Blue jeans or Docker-style pants can be worn as a part of the scout uniform in place of regulation scout pants. Sweat pants, gym pants and pants with tears or holes are not allowed. When it is warmer and for outdoor activities, non-athletic shorts can be worn in place of pants.
- **Belt** – A belt can also be worn with the scout uniform, though it is not required to be an official scout belt. However, completion of achievements and electives by Tiger, Wolf and Bear scouts are recognized via metal belt loop awards that will need a properly sized belt to fit on.
- **Hat** - The official scout hat for your scout's den level should be worn as part of the uniform.
- **Shoes and Socks** – Any type of closed-toe shoes or sneakers with socks of any color (shoes should not contain wheels e.g., wheelies). Flip flops or sandals should not be worn with the Cub Scout uniform.

Cub Scout uniforms, patches, and other supplies can be purchased at:

The Woburn Scout Shop  
600 West Cummings Park, Suite 1250  
Washington Street, Woburn, MA

The annual ice cream social kickoff registration event in September in Winchester includes a free swap for Cub Scout shirts, hats, belts, neckerchiefs and scout handbooks. Uniform shirts become available when older Cub Scouts are switching to the tan uniform shirt or have outgrown their blue uniform shirt. This swap is relatively informal and is on a first-come-first-serve basis and cannot be expected to provide all needed supplies each year.

New uniform supplies and handbooks are also available to buy onsite at the September ice cream social kickoff registration event in Winchester.

**Pack 507 T-Shirt** - A Pack 507 T-Shirt (also called a "Class B uniform") should not be worn to Cub Scout activities in place of the Cub Scout uniform (also called a "Class A uniform") unless instructions have been provided ahead of time to do so by a Cub Scout leader. This optional Pack 507 T-Shirt will be available to purchase at the annual ice cream social kickoff registration event in September.

## Pack Meetings and Excursions

Larger pack meetings and outings are held monthly, with more occurring during the warmer Fall and Spring months. The pack calendar is published by September and is available on the pack website at: [www.cubscout507.org](http://www.cubscout507.org).

Examples of pack events held during the scouting year:

September	Ice cream social registration event to welcome new and returning scouts Registration forms for new scouts and annual dues for all scouts are accepted
October (2 events)	Fall overnight camping trip (cabins and tents) Skyline Loop Trail hike in the Fells with finishing scouts receiving a medal
November (2 events)	Veteran's Day parade with Boy Scout Troop 507 Indoor swimming and rock climbing event
December (2 events)	"Game Night" with each den leading a game for other dens to play Leaf rake for Crawford Memorial Church with Boy Scout Troop 507
January	Pinewood Derby Car Race
February	Family skiing event at local mountain
March	Blue & Gold Banquet with scouts sharing a meal, leading skits and singing songs
April (2 events)	Visit to a local retired Battleship Town-wide Earth Day cleanup event in Winchester
May (3 events)	Spring overnight camping trip (cabins and tents) Winchester Enka Fair Cleanup with Boy Scout Troop 507 Memorial Day Parade with Boy Scout Troop 507
June	Year End Awards and Outdoor Pool Party

The Boy Scouts of America require a parent or adult family member to attend all pack-level meetings and events with first grade Tiger Cub Scouts (due to their young age). For Cub Scouts at Wolf level and above, adult supervision at pack meetings and events is also required although this can be provided by a non-family member (e.g., another parent in the pack that is not a pack or den leader) as long as this other adult clearly understands they are responsible for the oversight of your son for the duration of the Cub Scout meeting or event.

**Siblings of Cub Scouts are also welcome to attend and participate at most pack meetings and outings with the same adult supervision requirements.**

## Den Meetings and Outings

Den meetings and outings are held once or twice a month at the discretion of the adult den leader(s), based on what is needed to finish the Cub Scout badge (e.g., Tiger, Wolf, Bear, Webelos, Arrow of Light) for that scouting year. Siblings are not allowed to attend den meetings and den events unless the den leader(s) has invited them ahead of time. Den leaders establish the meeting schedule, location and meeting leaders for the scouting year, which may include hosting a meeting at their own home, at the Crawford Memorial United Methodist Church (available on Monday nights), First Congregational Church or by asking other den parents to help host and lead by rotating between different scout homes. Assistance from all parents is needed to help make the den successful and includes leading, hosting and/or planning den meetings and outings with the den leader(s).

## Discipline

It is not the job of any scout leader to tolerate conduct of any scout that is detrimental to our main function of providing a healthy, safe and fun Cub Scout program to all boys and girls in our pack and dens. Den and pack leaders have the option of requesting that a parent stays to supervise their child or possibly take them home for repeated disruptive behavior. Parents are responsible for the conduct of their children at all pack events.

## Attendance

Cub scouts are expected to attend most pack and den meetings. If a pack or den meeting is missed, a parent of the scout will need to contact the den leader to find out what badge requirements were covered during the meeting so that the scout can complete those requirements with their parent at home. Each den leader will determine the minimum amount of attendance at den and pack meetings for a Cub Scout to achieve the badge by year end.

## Achievements

Within each den, the scouts will complete seven adventures to earn their badge of rank, including a family-based "Duty to God" adventure that will be done at home with their own family. The number of required and elective adventures for each rank is listed below:

- **Tiger:** Six required adventures and one elective adventure
- **Wolf:** Six required adventures and one elective adventure
- **Bear:** Six required adventures and one elective adventure
- **Webelos:** Five required adventures and two elective adventures
- **Arrow of Light:** Four required adventures and three elective adventures

While certain achievements or adventures can only be completed during a den meeting or outing, others are required to complete at home with their family (beyond just Duty to God). This will be determined based on input from your den leader(s) and helps to keep the number of required den meetings at a reasonable level during the scouting year.

The Cub Scout curriculum included in the *Cub Scout Handbook* and the *Den Leader Guide* are the key resources used by our pack for identifying what each Cub Scout needs to do to obtain achievement patches, belt loops, Webelos pins and/or badges. While these Boy Scout of America materials are well respected and very helpful, the nature or scope of certain required activities can occasionally seem daunting. Den leaders within Pack 507 are granted certain flexibility to make adjustments if they identify another similar activity that still meets the spirit of the original documented activity in the handbook or leader guide and teaches the same intended principles. When looking to make such adjustments, the den leader has the authority to decide what is acceptable. When in doubt, or for alternative activity ideas, den leaders can contact the Cubmaster, Assistant Cubmaster, Committee Chairperson or another experienced den leader for advice.

Overall if a Cub Scout is "doing their best" in the opinion of the den leader and attending most Cub Scout activities, then the den leader can use their discretion when determining if they accomplished the needed adventures to achieve a patch, belt loop, Webelos pin or badge. The amount of achievement flexibility provided to Cub Scouts generally decreases each scouting year as they grow older.



## Spiritual Development

Robert Baden-Powell founded the Scout movement in 1907 as a youth organization which was independent of any single faith or religion, yet held that spirituality and a belief in a higher power were key to the development of young people. This is still an accurate representation of scouting's view on "Duty to God" today. Cub Scouts within Pack 507 complete a "Duty to God" related adventure each year via discussions and actions outside of Pack 507 events with their own families. While Cub Scout families have the option to perform Cub Scout "Duty to God" activities with other Cub Scout families, this is not an expectation or requirement of Pack 507.

"Duty to God" is one of the 3 principles of the Scout Movement and is defined as "adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting there from". Note that, by contrast to the title, the body of the text omits the word "God" to make clear that the clause also covers non-monotheistic religions, such as Hinduism, and those that do not recognize a personal God, such as Buddhism.

To encourage members in their spiritual development, over 30 different religious organizations have religious emblem programs. While each religious organization administers their own program, the Boy Scouts of America has approved these optional programs and allows the religious emblems to be worn on the official scout uniform. Details about the various religious emblems programs can be found at [www.scouting.org/Awards/ReligiousAwards.aspx](http://www.scouting.org/Awards/ReligiousAwards.aspx) or at the Scout Shop in Woburn, which sells many program materials.

Finally, there are some Winchester families that do not belong to any form of organized religion, and yet they are still welcome to Pack 507. Den leaders are given wide discretion in deciding how to address "Duty to God" requirements performed at home, and should work cooperatively with parents of scouts in their den to find mutually acceptable alternatives to certain achievements when necessary.

## Den and Pack Leadership Training

All den and pack leaders must complete the following:

1. A one-time online **Boy Scouts of America Adult Volunteer Leader Application** that is available at [www.cubscout507.org](http://www.cubscout507.org). This form can be completed and submitted online.
2. A one-time CORI form. This form can be printed out and mailed into the local Spirit of Adventure Council Office together with a photocopy of the adult leader's driver's license: [www.scoutspirit.org/cori-information/](http://www.scoutspirit.org/cori-information/)
3. Youth Protection online training. Available at <https://my.scouting.org>

## Transportation to Pack and Den Outings

Transportation to and from all Pack 507 activities (including for den activities) is the responsibility of each family and is not provided by Cub Scout Pack 507. Therefore, the Cub Scout activity begins and ends at the activity location. Otherwise Pack 507 would need to obtain detailed driver's license and vehicle insurance information for each driver transporting scouts to the activity ahead of time for council level approval.

## Pack Leadership Planning Meetings

Pack Leadership Planning Meetings are held 4 to 5 times each year to help plan upcoming pack events and review our financial status. Parents are encouraged to attend and offer ideas during these meetings.

### Common Scouting Terminology

<b>Den</b>	Small group of Cub Scouts (typically 5 to 9) of the same school grade that meet on a regular basis (once or twice per month). Geography and school districts are also considered when forming new dens to provide additional opportunities for the scouts to see each other outside of Cub Scout activities.
<b>Pack</b>	Larger group that includes all dens and all ranks. A Cub Scout pack can also be called a "unit".
<b>Cubmaster</b>	An adult volunteer (man or woman) who helps plan and lead the yearly pack calendar, pack meetings, events and outings with assistance from the Assistant Cubmaster, den leaders and other adult volunteers. This includes being the Master of Ceremony at pack meetings, events and outings. The Cubmaster also schedules and leads 4 to 5 Pack Leadership Meetings throughout the scouting year to help plan these various pack meetings, activities and outings with den leaders and parents.
<b>Assistant Cubmaster</b>	An adult volunteer responsible for assisting with all of the Cubmaster responsibilities above, including being the Master of Ceremony when the Cubmaster is not available for a pack event.
<b>Pack Treasurer</b>	An adult volunteer responsible for all aspects of the pack finances and registration.
<b>Den Leader</b>	An adult volunteer responsible for planning and leading den meetings and activities.
<b>Committee Chairperson</b>	An adult volunteer who works closely with the Cubmaster and Assistant Cubmaster to help provide oversight and advice for pack operations. This person attends and helps lead the 4 to 5 Pack Leadership Planning Meetings held throughout the scouting year.
<b>Tiger Den Coordinator</b>	An adult volunteer who works closely with the Cubmaster, Assistant Cubmaster and parents to form new Tiger dens and identify new parent Tiger den leaders at the beginning of the scouting year in September. This individual can help answer questions about how to lead a Tiger den, run den meetings and divide up responsibilities among the parents in the den.
<b>Pack Charter Organization</b>	A religious, civic, fraternal, educational or other organization that has applied for and received permission from the local council to operate a Scouting unit. Pack 507's Charter Organization is Crawford Memorial United Methodist Church.
<b>District</b>	A geographical administrative unit of a council. Pack 507 is a member of the Flintlock District.
<b>Council</b>	A chartered body of representatives from organizations operating Scouting units and members at large responsible for Scouting in a designated geographical area. Pack 507 is a member of the <u>Spirit of Adventure Council</u> (name changed from Boston Minuteman Council on July 1, 2015).
<b>Den Chief</b>	An older Boy Scout who is appointed by his Boy Scout Troop to assist the leaders of a Cub Scout den with den activities.

## Pack 507 Leadership Team for 2018-19

Cubmaster	Mary Spencer	<a href="mailto:Maryspencer99@gmail.com">Maryspencer99@gmail.com</a>
Assistant Cubmaster	Jeff Dean	<a href="mailto:jeffery_j_dean@yahoo.com">jeffery_j_dean@yahoo.com</a>
Committee Chair	Mann Shoffner	<a href="mailto:mann.shoffner@gmail.com">mann.shoffner@gmail.com</a>
Treasurer	Derek Lofstrom	<a href="mailto:derek.lofstrom@outlook.com">derek.lofstrom@outlook.com</a>

Rank	Den Leaders
Tiger	Ralph Bolognese  <i>*Additional Tiger Leaders will be needed</i>
Wolf	Mahrya Dakubu Charles O'Donnell Brian Flaherty
Bear	John Vietz Todd Kosterman Brian Stuart
Webelos	Paul McDonagh Jim Murphy Eric Knudsen Matt Gordon Laura Gordon
Arrow of Light	Tom Rollins Jim Murphy Mann Shoffner Silver Nys Derek Lofstrom